

THE JUDICIARY-STATE OF HAWAI'I

NOTICE TO PROVIDERS OF DESIGN PROFESSIONAL AND RELATED CONSULTANT SERVICES

Request for Qualifications (RFQ) No. J05046

During Fiscal Year 2004-2005, the Judiciary, State of Hawai'i, anticipates the possible need, on a limited scale, for various design professional and related consultant services, which could include but not be limited to the following: **Architecture; Engineering** (various branches such as electrical, mechanical, civil, structural, environmental, etc.); **Landscape Architecture; Planning** (includes physical planning, as well as environmental assessments and impact statements); **Interior Design; Construction Management; and Real Estate Appraisal and/or Feasibility Studies.**

The scope of activities for which such services are being sought are anticipated to be generally for consultant contracts below \$250,000, and for construction costs below \$1,000,000. The types of projects for which prospective providers of these services would likely be engaged are minor renovation, alteration, and/or tenant improvement-type work for physical facilities statewide that are being occupied, or are intended to be occupied, by Judiciary offices and programs (or planning and scoping work that would precede actual facility design and/or construction). Other potential projects that may be considered include due diligence studies and renovation / alteration feasibility analyses.

Those persons or firms that are interested and capable of providing any of these services are invited to submit a letter of interest, together with the following minimum information and materials, to: **The Judiciary-State of Hawai'i; Fiscal and Support Services Office; 1111 Alakea Street; Kauikeaouli Hale, Sixth Floor; Honolulu, Hawai'i 96813-2807**, by or before **3:30 PM on Friday, July 23, 2004**:

1. Background description of the person or firm, along with statements of qualifications and experience for the types of work in which said person or firm is interested in providing, based on services performed for both public and private organizations within the past five (5) years in the State of Hawai'i;
2. Individual résumés for principals/owners and key staff members (as applicable), indicating qualifications and experience germane to the types of work for which submitting party wishes to be considered;
3. Five (5) or more client references whom the Judiciary may freely contact;
4. Company or firm brochures and similar promotional materials (optional); and.
5. Any other information or materials that submitting party believes would be useful and relevant in being considered to provide the types of services set forth above.

In general, submittal packages and formats provided to other public agencies in response to advertisements of a similar nature should be acceptable, provided that the foregoing minimum requirements are met. **Persons or firms that previously responded to similar solicitation notices by the Judiciary from May 2002 through the present (RFQ Nos. J03001 and J04233) will remain under consideration to provide design professional services through June 30, 2005, but should provide written, hard-copy updates of any information contained in those earlier submittals that may have changed, by the date and time indicated above for new submittals.** Any such persons or firms that are no longer willing or able to continue to be considered shall advise the Judiciary in writing, also at the address and by the date and time set forth above for new submittals. All submissions will be kept on file through June 30, 2005, after which date the Judiciary intends to issue a new solicitation to prospective providers of design professional and related services for Fiscal Year 2005-2006.

Janell M. L. Kim
Financial Services Administrator
The Judiciary, State of Hawai'i